

Alberta's Health Regions and Voluntary Organizations and the Health Sciences Association of Alberta (HSAA)

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Medical Laboratory Technologist I**

Date Updated: **May 20, 2008**

Job Summary:

The Medical Laboratory Technologist (MLT) I is the working level responsible for the daily processing, testing, resulting and reporting of diagnostic samples with the laboratory department and/ or area of the laboratory in which the MLT I is assigned. The MLT I performs a variety of routine and specialized procedures in the processing of specimens for analysis used in diagnosis, treatment and research.

Key Responsibilities and Typical Duties:

Core Duties

- Collects or receives specimens for analysis while ensuring sample integrity and detects aberrations in the sample.
- Organizes and prioritizes specimens/procedures based on urgency of the request, stability of specimen and timing protocols.
- Performs various laboratory procedures/tests, analyzes, verifies and releases results.
- Operates, maintains and performs basic maintenance/ troubleshooting on a variety of laboratory instruments to ensure optimal function.
- Uses the Laboratory Information System for specimen accession and resulting of patient data.
- May support research and development activities.

Other Related Duties

- Maintains accurate and up-to-date records regarding all aspects of daily operation including quality control, reagents, instrument maintenance, service records and inventory.
- Participates in monitoring/documenting quality standards.
- Provides input into laboratory policy and procedure manuals.

Leadership

- Provides collegial/functional guidance to other MLT I's, Medical Laboratory Assistants and/or Medical Laboratory students.
- Assists with orientation of new staff and students as required.
- Assists in preceptoring Medical Laboratory and Clinical Laboratory and X-Ray Technologist students.

Decision-Making

- Assesses and interprets findings.
- Evaluates the validity of results; identifies and refers unusual or abnormal findings to the MLT II or III, Pathologist or physician, as appropriate.
- Provides information and interpretation on sample analysis.

Knowledge:

Education

- Graduation from an accredited Medical Laboratory Technology Program.

Registration Requirements

- Registered with the Alberta College of Medical Laboratory Technologists (ACMLT).

Working Conditions:

Physical Demands

- Walking, bending, lifting and long periods of standing required.
- High degree of prolonged visual attention/concentration required.
- Regularly required to perform repetitive movements.

Work Environment

- Exposure to heat, cold and noise.
- Exposure to needlesticks, infectious microbes, a variety of biological hazards, chemical hazards, toxic fumes, and concentrated acids.
- Requires personal protective equipment and/or clothing.